

SECRET

DDS 60-3303

00004-8

2. Francis file + follow up

1 SEP 1960

Discussed with [redacted]

19/6/60

MEMORANDUM FOR: Acting Chief, Management Staff

SUBJECT : Review of Agency Forms

1. The survey, Review of Agency Forms, initiated by the Support Procedures Committee has been completed by the Support Components. A total of 110 forms either have been eliminated or combined with other forms. It is understood that your Staff has received copies of all the replies except those of the Comptroller and the Office of Logistics which are attached hereto. ✓

2. It is requested that your Staff initiate the required follow-up action indicated in the responses of the Support Components. It is further requested that your Staff provide this Office with annual reports on the progress made in the continuation of the programmed review of Agency forms, the first such report to be submitted 1 July 1961. ✓

25X1

L. K. White
Deputy Director
(Support)

2 Att:

Att 1 - Memo dtd 24 Jun 60 to DD/S fr
Compt, subj: "Review of Comp-
troller Forms. "

Att 2 - Memo dtd 17 May 60 to DD/S fr
D/Log, subj: "Review of Logistics
Forms. "

SECRET

Follow-up:
~~George~~ # 1961
[redacted] will
prepare and
ready by 3 July.
New Follow-up 6/30/61

STAT

MISSING PAGE

ORIGINAL DOCUMENT MISSING PAGE(S):

Attachments